

CITY OF LOMA LINDA SENIOR CENTER BOARD MINUTES OF OCTOBER 18, 2005

A Regular meeting of the Senior Center Board was called to order by Chair Mary Lynn Cooke at 3:03 p.m. on Tuesday, October 18, 2005, in the Senior Center at 25571 Barton Road, Loma Linda.

Members Present: Ms. Mary L. Cooke, Chair; Mr. Elmer Digneo; Mr. Ric Revel; Mrs. Valerie Husbands; Dr. Reinhold Trupp; Mr. George Pendered; and Mr. John Niemira.

Members Absent: Mr. Jeff Samuels; Mr. Jin Long Koh; and Ms. Vivi Burns.

Staff: Deborah Woldruff, Director, Community Development Department
Jeff Peterson, Associate Engineer, Public Works Department
Jocelyne Larabie, Administrative Secretary, Community Dev. Dept.

Guest: Margi Worley, Volunteer
Rudy Szutz, Volunteer

ROLL CALL

Chair Mary Lynn Cooke welcomed the newly appointed Board Members George Pendered and John Niemira and asked the other members present to introduce themselves. The new members provided a brief history and shared their goals as Board Members.

ORAL REPORTS/PUBLIC PARTICIPATION – Non-Agenda items (LIMITED TO 3 MINUTES FOR EACH SPEAKER)

Board Member Digneo suggested that the time of the regular meetings of the Senior Center Board could be changed to either 1 p.m. or 4 p.m. Chair Cooke replied that Mr. Digneo could bring up this matter later in the meeting for discussion.

There was no public participation.

APPROVAL OF MINUTES

Board Member Husbands pointed out minor changes to the text of the minutes.

Motion by Trupp, seconded by Pendered, and unanimously carried to approve the Minutes of September 20, 2005, as amended.

DISCUSSION ITEMS

Report by Public Works Department

Mr. Peterson explained that Director Thaipejr was unable to attend the meeting and had asked him to represent him and report the concerns of the Board.

Chair Cooke commented on the following matters:

- Ballasts in some of the overhead fluorescent lights needed to be changed out;
- Breaker #42 in the storage room was not working properly;
- Free standing partitions were unstable;
- Status of new paddle at the main entrance that must be used to open the door automatically since the installation of the security system. She added that she had received comments from some people that don't like to use the automatic door because they were not handicapped.

Report by Community Development Director

Director Woldruff reported that Personnel Assistant Barbara Nicholson and Jocelyne Larabie had helped create the draft job description for the part-time Senior Center Manager position approved by the City Council. She explained that the job announcement would be ready for advertising in the near future and that any applications received would be directed to Ms. Nicholson. Director Woldruff added that she would then review the applications to make a selection. Director Woldruff stated that the announcement would be ready in time to be placed in the current Chamber of Commerce newsletter.

Director Woldruff also reported that the General Plan would go before the City Council at their meeting of October 25, 2005 for discussion and possible final approval, and that Jim Shipp, Chair of the Historical Commission had indicated that the annual History Fair was tentatively scheduled for Sunday, January 22, 2006.

Sub-committee Reports

- Volunteer Program Report

Board Member Husbands stated that there were no new volunteers to report and that the current roster was composed of ten dedicated people. She commented that it might be time to renew the article in the Chamber of Commerce newsletter, the City's website and on the cable television station.

Board Member Digneo commented that volunteer Natalya Ballard had been accepted at the Loma Linda University in their Allied Health Physician's Assistant program and that she might not have as much free time to work at the Center. He suggested that a letter of appreciation be sent to Ms. Ballard commending her for her service to the seniors since the summer of 2003 and to let her know that she was welcomed to come back to the senior center as often as her schedule permitted.

Motion by Digneo, seconded by Niemira, and unanimously carried to send a letter of appreciation to volunteer Ballard for her service at the Senior Center over the past two years.

- Regional Council on Aging (RCA)

Volunteer George Pendered commented that in his opinion it would be more beneficial for the Senior Center if he attended the meetings of the Aging and Adult Coalition of the County of San

Bernardino rather than the Regional Council on Aging because the meetings were more structured and productive. He reported on the issues that were discussed at the last meeting, which included:

- The new Medicare drug plan, Part D, discussed at length and found to be confusing for everyone;
- A mental health survey;
- Discussion with Barbara Seifritz, representative of the Inland Counties Legal Services, on different issues such as bankruptcy laws and other legal matters.

He added that people from different areas of government, mental health workers, HICAP and other senior centers members attended these meeting and that the information obtained was much more valuable.

Following a discussion on Medicare Part D, staff was directed to contact HICAP to see if they could hold another information session on the subject.

Report regarding the City of Loma Linda emergency Evacuation Plan

Chair Cooke opened the discussion stating that Fire Chief Norris and Fire Marshall Crawford had other commitments and would not be present. Board Member Digneo commented that it might be beneficial to schedule a presentation by the Fire Department for the next meeting to describe their emergency plan and to see how the Senior Center could be used for an emergency shelters for seniors. He added that once the pertinent information was gathered, he suggested that a sub-committee be appointed by the Board to work with the Fire Department.

Discussion of miscellaneous issues related to the Senior Center

- Report on the Arts & Crafts Fair

Chair Cooke explained that the Arts & Crafts was scheduled for Sunday, October 23, 2005 from 2 p.m. to 4 p.m. and added that a flyer had been forwarded to the usual contacts at the Redlands Facts, the San Bernardino Sun and the fax tree. The flyer would also be posted in different businesses to try and widen the distribution and increase the number participants both vendor and buyers.

There was a brief discussion regarding the security system and the need for a key to open the door and the programming of the alarm system for the time period of the fair. Volunteer Margi Worley indicated that she would be available on that day to provide assistance.

- Reports by Senior Center Board Members

Volunteer Szutz explained to the Board that the Ukulele Club was asking for authorization to have vendors at their Annual Festival scheduled for May 2, 2006. Board Member Ric Revel explained that the vendors offer related items such as ukulele strings, cases, etc. He added that another vendor was the representative of the Good News radio station who recorded the festivals and sold copies of the CDs. He added that the CDs were not sold outside of the Ukulele Club.

Director Woldruff stated that she would present the matter to the City Manager for his consideration. Mr. Revel stated that he would provide a list of the vendors.

Board Member Digneo opened a discussion regarding the day and time of the Senior Center Board meetings stating that the reason the meetings had been scheduled for 3 p.m. was that some board members had issues with driving after night fall. He added that those members were no longer on the Board and asked the consensus of the present members regarding the change in time.

The discussion concluded with the following motion:

Motion by Digneo, seconded by Pendered, and approved by a vote of 6-1 to continue scheduling the meetings on the third Tuesday of the month and change the time to 3:30 p.m. to 5:00 p.m.

- Report on Senior Needs Survey

Sheila Umeda, Volunteer Social Worker was not available for the meeting; Chair Cooke gave the status of the needs survey. She explained that ACTS would assist with the distribution of the survey by providing a copy to the 50 recipients of their Meals on Wheels program and that the deadline for submitting the completed survey was November 5, 2005. Ms. Cooke added that Floyd Petersen had agreed to assist Ms. Umeda with the compilation of the results and resulting statistics.

- Request by the Loma Linda Art and Cultural Association

Chair Cooke explained that she had received a call from Mrs. Miori Ito requesting the use of the Senior Center for their Christmas Holiday Program on Sunday, December 4, 2005 from 12:00 p.m. to 5:00 p.m. She continued to say that the program would include the presentation of art work, some entertainment, and a pot luck luncheon. She added that the announcement would appear in the next Chamber of Commerce newsletter. The Board discussed various related matters such as whether to charge the LLACA for the use and the issuance of a key for the event.

Motion by Digneo, seconded by Pendered, and unanimously carried to approve the request by the Loma Linda Art and Cultural Association for the use of the Senior Center for their Christmas Holiday Program on Sunday, December 4, 2005 from 12:00 p.m. to 5:00 p.m. at no charge.

- Partitions for dividing the Multi-purpose room

Board member Trupp proposed that the multi-purpose room be divided into two sections with the use of a single solid wall in the middle of the room and/or accordion style doors and heavy drapes with no division around the perimeter of the room explaining that this would allow more useful space. During the discussion which ensued, Chair Cooke suggested that Director Thaipejr and/or Associate Engineer Peterson work with Dr. Trupp to sketch the room as Dr. Trupp saw it.

Motion by Digneo, seconded by Pendered, and unanimously carried to continue the discussion of the partitions for the multi-purpose room to the regular meeting of November 15, 2005.

Adjournment

Board Member Digneo made a motion to adjourn the meeting at 4:40 p.m.

The meeting was adjourned at 4:40 p.m.

Minutes were approved at the November 15, 2005.

Administrative Secretary

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